

Essex Building Committee  
MEETING MINUTES  
Wednesday, April 27, 2016  
Essex Town Hall Room B - 8 AM

Building Committee members in attendance:

Bruce Glowac  
Leigh Rankin  
Kelly Sterner (Absent)

Others in attendance:

Tom Fitzgerald, Region 4 (Absent)  
Norman Needleman, First Selectman  
Gary Riggio, Riggio Construction  
Keith Nolin, Fire Marshal

Meeting called to order at: 8:10 a.m.

**Approval of previous meeting minutes:**

***Bruce Glowac made a motion to approve the minutes of April 13, 2016, seconded by Leigh Rankin. Passed. Motion carried.***

**Old Business:**

- a. Town Hall Land Use Areas - reviewed Denise's last marked up land use floor plan including the column and removing one of the exterior doors that currently enters Land Use. Bruce discussed with Norman and he said to go forward with the new approved final plan. Gary has a quote for the 4 replacement windows. Bruce asked Gary to separately cost them out of the First Selectman's office work as it was not originally part of the Land Use office project.
- b. Town Hall Air Conditioning - Gary indicated that Tom King (Thermomedics) will meet here next Wednesday and talk about the air conditioning pad. Gary will start the framing in the auditorium for the land use offices on the same day May 4<sup>th</sup>.

- c. Town Hall Fire Alarms - Leigh discussed the fire alarm system walk thru with vendors yesterday. Biggest thing that came out of it are that the Town Hall plans need to be distributed to those interested in bidding. Keith Nolin, Fire Marshal, suggested we also distribute the last inspection report on existing devices as well as showing where the current systems are located, evacuation plans, etc. Norman asked Keith to identify the current locations where the fire alarm devices are on a set of drawings to be copied. Leigh suggested we get the CAD classes at one of the schools to reproduce Town Hall plans.

Keith discussed the best way install the fire alarm system is to pull new wire however, he feels we can probably use some of the existing wire. He does strongly suggest that new devices should be installed. Keith handed out a quote from 2015 from TEC; and it came in at approximately \$40K. It is not sure if this quote included using existing wire, which would not be guaranteed. They will need all of this information to evaluate what exactly would be required.

Leigh will also need the latest information on the elevator inspections. The TEC quote does not address the elevator and Keith doesn't believe it has a recall to bring it downstairs.

The bidders inquired about being able to use the lift downstairs to whoever gets the bid. Leigh assumes we will need a hold harmless from the town attorney for them to use it.

It was then discussed and decided to cancel this particular invitation to bid specifically citing "based on questions received," we will produce another set of bid specifications revising the scope.

According to Keith, the vault is simple - two to four replacement detectors is all that needs to be done there. Eventually, we will need to replace the Modine heaters at some point as they are no longer up to code. Keith believes that an air handler / heat pump could eventually replace the current heating system.

- d. Essex Elem. School Library - Leigh indicated that the committee is on track and is meeting tomorrow morning with Scott Jeffrey, Principal, to pick out light fixtures. Info will be forthcoming to the Building Committee on purchase orders etc.

- e. Suburban, site visit - Bruce indicated that it will be another week once they set something up at their office. Leigh will re-contact Ruby Glass again for what they may have to offer.
- f. Schedule - Some of the project schedules are as follows: Elementary School Solar System install 6/16, Safe Walks to School sidewalks start 6/16, EES school parking lot repaving starting 7/1 with an 8/1 finish.

**New Business:**

- a. Essex Elem School paving pre-bid - Leigh had quite a few bidders some of them were different contractors for concrete vs. paving. The drawing from Bob Doane had no add alternates and we're going with that. The contractors will have no access to the inside of the school; however, outside water would be available.
- b. Safe Sidewalks pre-bid – see above

**Other Business:** None

**Adjournment:**

***Bruce Glowac adjourned the meeting at 9:50 a.m.***

Respectfully submitted,

Yvonne Roziak